

820 Payment Order/Remittance Advice

Functional Group ID=**RA**

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Payment Order/Remittance Advice Transaction Set (820) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to make a payment, send a remittance advice, or make a payment and send a remittance advice. This transaction set can be an order to a financial institution to make a payment to a payee. It can also be a remittance advice identifying the detail needed to perform cash application to the payee's accounts receivable system. The remittance advice can go directly from payer to payee, through a financial institution, or through a third party agent.

Notes:

- 1. This transaction set will be used by the remitter to transmit advice to the agency or designated third party. Some examples of the use of this collection model are payment of mortgage insurance premiums, student loans, medical claims, fees, and duties.*
- 2. The monetary amount in BPR02 should be the sum of all "outer" loop values in data element ADX01 and all data element RMR04 amounts, if present. The data cited in data elements BPR12-15 are in effect, the vendor's EFT "Remit To" electronic address.*

Heading:

| <u>Page No.</u> | <u>Pos. No.</u> | <u>Seg. ID</u> | <u>Name</u> | <u>Req. Des.</u> | <u>Max.Use</u> | <u>Loop Repeat</u> | <u>Notes and Comments</u> |
|-----------------|-----------------|----------------|---|------------------|----------------|--------------------|---------------------------|
| 6 | 010 | ST | Transaction Set Header | M | 1 | | |
| 7 | 020 | BPR | Beginning Segment for Payment Order/Remittance Advice | M | 1 | | |
| Not Used | 030 | NTE | Note/Special Instruction | O | >1 | | |
| 11 | 035 | TRN | Trace | O | 1 | | c1 |
| Not Used | 040 | CUR | Currency | O | 1 | | c2 |
| 12 | 050 | REF | Reference Identification | O | >1 | | |
| 14 | 060 | DTM | Date/Time Reference | O | >1 | | |
| LOOP ID - N1 | | | | | | >1 | |
| 15 | 070 | N1 | Name | O | 1 | | c3 |
| Not Used | 080 | N2 | Additional Name Information | O | >1 | | |
| Not Used | 090 | N3 | Address Information | O | >1 | | |
| Not Used | 100 | N4 | Geographic Location | O | 1 | | |
| Not Used | 110 | REF | Reference Identification | O | >1 | | |
| 17 | 120 | PER | Administrative Communications Contact | O | >1 | | |
| Not Used | 130 | RDM | Remittance Delivery Method | O | 1 | | |
| Not Used | 140 | DTM | Date/Time Reference | O | 1 | | |

Detail:

| <u>Page No.</u> | <u>Pos. No.</u> | <u>Seg. ID</u> | <u>Name</u> | <u>Req. Des.</u> | <u>Max.Use</u> | <u>Loop Repeat</u> | <u>Notes and Comments</u> |
|-----------------|-----------------|----------------|---|------------------|----------------|--------------------|---------------------------|
| | | | LOOP ID - ENT | | | >1 | |
| 20 | 010 | ENT | Entity | O | 1 | | n1, c4 |
| | | | LOOP ID - NM1 | | | >1 | |
| 22 | 020 | NM1 | Individual or Organizational Name | O | 1 | | c5 |
| 24 | 030 | N2 | Additional Name Information | O | >1 | | |
| 25 | 040 | N3 | Address Information | O | >1 | | |
| 26 | 050 | N4 | Geographic Location | O | 1 | | |
| Not Used | 060 | REF | Reference Identification | O | >1 | | |
| 27 | 070 | PER | Administrative Communications Contact | O | >1 | | |
| | | | LOOP ID - ADX | | | >1 | |
| Not Used | 080 | ADX | Adjustment | O | 1 | | c6 |
| Not Used | 090 | NTE | Note/Special Instruction | O | >1 | | |
| Not Used | 100 | PER | Administrative Communications Contact | O | >1 | | |
| Not Used | 105 | DTM | Date/Time Reference | O | 1 | | |
| | | | LOOP ID - REF | | | >1 | |
| Not Used | 110 | REF | Reference Identification | O | 1 | | |
| Not Used | 120 | DTM | Date/Time Reference | O | >1 | | |
| | | | LOOP ID - IT1 | | | >1 | |
| Not Used | 130 | IT1 | Baseline Item Data (Invoice) | O | 1 | | c7 |
| | | | LOOP ID - REF | | | >1 | |
| Not Used | 140 | REF | Reference Identification | O | 1 | | |
| Not Used | 141 | DTM | Date/Time Reference | O | 1 | | |
| | | | LOOP ID - SAC | | | >1 | |
| Not Used | 142 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | | |
| Not Used | 143 | TXI | Tax Information | O | >1 | | |
| | | | LOOP ID - SLN | | | >1 | |
| Not Used | 144 | SLN | Subline Item Detail | O | 1 | | |
| | | | LOOP ID - REF | | | >1 | |
| Not Used | 145 | REF | Reference Identification | O | 1 | | |
| Not Used | 146 | DTM | Date/Time Reference | O | >1 | | |
| | | | LOOP ID - SAC | | | >1 | |
| Not Used | 147 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | | |
| Not Used | 148 | TXI | Tax Information | O | >1 | | |
| | | | LOOP ID - RMR | | | >1 | |
| 30 | 150 | RMR | Remittance Advice Accounts Receivable Open Item Reference | O | 1 | | c8 |
| Not Used | 160 | NTE | Note/Special Instruction | O | >1 | | |
| 32 | 170 | REF | Reference Identification | O | >1 | | |
| 34 | 180 | DTM | Date/Time Reference | O | >1 | | |
| | | | LOOP ID - IT1 | | | >1 | |

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| | | | | | | |
|---------------|-----|-----|--|---|----|-----|
| Not Used | 190 | IT1 | Baseline Item Data (Invoice) | O | 1 | c9 |
| LOOP ID - REF | | | | | | >1 |
| Not Used | 200 | REF | Reference Identification | O | 1 | |
| Not Used | 201 | DTM | Date/Time Reference | O | 1 | |
| LOOP ID - SAC | | | | | | >1 |
| Not Used | 202 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | |
| Not Used | 203 | TXI | Tax Information | O | >1 | |
| LOOP ID - SLN | | | | | | >1 |
| Not Used | 204 | SLN | Subline Item Detail | O | 1 | |
| LOOP ID - REF | | | | | | >1 |
| Not Used | 205 | REF | Reference Identification | O | 1 | |
| Not Used | 206 | DTM | Date/Time Reference | O | >1 | |
| LOOP ID - SAC | | | | | | >1 |
| Not Used | 207 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | |
| Not Used | 208 | TXI | Tax Information | O | >1 | |
| LOOP ID - ADX | | | | | | >1 |
| 35 | 210 | ADX | Adjustment | O | 1 | c10 |
| Not Used | 220 | NTE | Note/Special Instruction | O | >1 | |
| Not Used | 230 | PER | Administrative Communications Contact | O | >1 | |
| LOOP ID - REF | | | | | | >1 |
| 37 | 240 | REF | Reference Identification | O | 1 | |
| Not Used | 250 | DTM | Date/Time Reference | O | >1 | |
| LOOP ID - IT1 | | | | | | >1 |
| Not Used | 260 | IT1 | Baseline Item Data (Invoice) | O | 1 | c11 |
| LOOP ID - REF | | | | | | >1 |
| Not Used | 270 | REF | Reference Identification | O | 1 | |
| Not Used | 271 | DTM | Date/Time Reference | O | 1 | |
| LOOP ID - SAC | | | | | | >1 |
| Not Used | 272 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | |
| Not Used | 273 | TXI | Tax Information | O | >1 | |
| LOOP ID - SLN | | | | | | >1 |
| Not Used | 274 | SLN | Subline Item Detail | O | 1 | |
| LOOP ID - REF | | | | | | >1 |
| Not Used | 275 | REF | Reference Identification | O | 1 | |
| Not Used | 276 | DTM | Date/Time Reference | O | >1 | |
| LOOP ID - SAC | | | | | | >1 |
| Not Used | 277 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | |
| Not Used | 278 | TXI | Tax Information | O | >1 | |
| LOOP ID - TXP | | | | | | >1 |
| Not Used | 280 | TXP | Tax Payment | O | 1 | n2 |
| Not Used | 285 | TXI | Tax Information | O | >1 | |

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| | | | | | | |
|----------|-----|-----|-----------------------------------|---|----|-----|
| | | | LOOP ID - DED | | >1 | |
| Not Used | 287 | DED | Deductions | O | 1 | n3 |
| | | | LOOP ID - LX | | >1 | |
| Not Used | 290 | LX | Assigned Number | O | 1 | n4 |
| Not Used | 295 | REF | Reference Identification | O | >1 | |
| Not Used | 300 | TRN | Trace | O | >1 | |
| | | | LOOP ID - NM1 | | >1 | |
| Not Used | 305 | NM1 | Individual or Organizational Name | O | 1 | |
| Not Used | 310 | REF | Reference Identification | O | >1 | |
| Not Used | 315 | G53 | Maintenance Type | O | 1 | |
| | | | LOOP ID - AIN | | >1 | |
| Not Used | 320 | AIN | Income | O | 1 | |
| Not Used | 325 | QTY | Quantity | O | >1 | |
| Not Used | 330 | DTP | Date or Time or Period | O | >1 | |
| | | | LOOP ID - PEN | | >1 | |
| Not Used | 335 | PEN | Pension Information | O | 1 | |
| Not Used | 340 | AMT | Monetary Amount | O | >1 | |
| Not Used | 345 | DTP | Date or Time or Period | O | >1 | |
| | | | LOOP ID - INV | | >1 | |
| Not Used | 350 | INV | Investment Vehicle Selection | O | 1 | |
| Not Used | 355 | DTP | Date or Time or Period | O | >1 | |
| | | | LOOP ID - N9 | | 1 | |
| Not Used | 360 | N9 | Reference Identification | O | 1 | n5 |
| | | | LOOP ID - AMT | | >1 | |
| Not Used | 370 | AMT | Monetary Amount | O | 1 | c12 |
| Not Used | 380 | REF | Reference Identification | O | >1 | |
| | | | LOOP ID - N1 | | >1 | |
| Not Used | 390 | N1 | Name | O | 1 | |
| Not Used | 400 | REF | Reference Identification | O | >1 | |
| | | | LOOP ID - EMS | | >1 | |
| Not Used | 410 | EMS | Employment Position | O | 1 | |
| Not Used | 420 | ATN | Attendance | O | >1 | |
| Not Used | 430 | AIN | Income | O | >1 | |
| Not Used | 440 | PYD | Payroll Deduction | O | >1 | |
| | | | LOOP ID - RYL | | >1 | |
| Not Used | 450 | RYL | Royalty Payment | O | 1 | n6 |
| | | | LOOP ID - NM1 | | >1 | |
| Not Used | 460 | NM1 | Individual or Organizational Name | O | 1 | |
| | | | LOOP ID - LOC | | >1 | |
| Not Used | 470 | LOC | Location | O | 1 | |
| | | | LOOP ID - PID | | >1 | |
| Not Used | 480 | PID | Product/Item Description | O | 1 | |
| Not Used | 490 | DTM | Date/Time Reference | O | 1 | |
| | | | LOOP ID - PCT | | >1 | |
| Not Used | 500 | PCT | Percent Amounts | O | 1 | |

| | | | | | | | | | |
|---------------|-----|-----|------------------------------|---|----|----|--|--|--|
| Not Used | 510 | QTY | Quantity | O | 1 | | | | |
| LOOP ID - AMT | | | | | | >1 | | | |
| Not Used | 520 | AMT | Monetary Amount | O | 1 | | | | |
| Not Used | 530 | ADX | Adjustment | O | >1 | | | | |
| LOOP ID - ASM | | | | | | 1 | | | |
| Not Used | 540 | ASM | Amount and Settlement Method | O | 1 | | | | |
| Not Used | 550 | ADX | Adjustment | O | 1 | | | | |

Summary:

| <u>Page No.</u> | <u>Pos.</u> <u>No.</u> | <u>Seg.</u> <u>ID</u> | <u>Name</u> | <u>Req.</u> <u>Des.</u> | <u>Max.Use</u> | <u>Loop</u> <u>Repeat</u> | <u>Notes and</u> <u>Comments</u> |
|-----------------|---------------------------|--------------------------|-------------------------|----------------------------|----------------|------------------------------|-------------------------------------|
| 39 | 010 | SE | Transaction Set Trailer | M | 1 | | |

Transaction Set Notes

1. The ENT loop is for vendor or consumer third party consolidated payments.
2. The TXP loop is for tax payments.
3. The DED loop is for child support payments.
4. The LX loop is for pension payments.
5. The N9 loop is for payroll payments.
6. The RYL loop is for royalty payments.

Transaction Set Comments

1. The TRN segment is used to uniquely identify a payment order/remittance advice.
2. The CUR segment does not initiate a foreign exchange transaction.
3. The N1 loop allows for name/address information for the payer and payee which would be utilized to address remittance(s) for delivery.
4. ENT09 may contain the payee's accounts receivable customer number.
5. Allowing the NM1 segment to repeat in this area allows the paying entity within a payer and the paid entity within a payee to be identified (not the payer and payee).
6. This ADX loop contains adjustment items which are not netted to an RMR segment in this transaction set.
7. Loop IT1 within the ADX loop is the adjustment line item detail loop.
8. Loop RMR is for open items being referenced or for payment on account.
9. Loop IT1 within the RMR loop is the remittance line item detail loop.
10. This ADX loop can only contain adjustment information for the immediately preceding RMR segment and affects the amount (RMR04) calculation. If this adjustment amount is not netted to the immediately preceding RMR, use the outer ADX loop (position 080).
11. Loop IT1 within the ADX loop is the adjustment line item detail loop.
12. The AMT segment can be used to provide information about allocation or distribution of gross pay that is split across multiple payment orders.

Segment: **ST** Transaction Set Header
Position: 010
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the start of a transaction set and to assign a control number
Syntax Notes:
Semantic Notes: 1 The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).
Comments:

Data Element Summary

| | <u>Ref.</u> | <u>Data</u> | <u>Attributes</u> |
|----------|-------------|---|-------------------|
| | <u>Des.</u> | <u>Element</u> <u>Name</u> | |
| Must Use | ST01 | 143 Transaction Set Identifier Code | M ID 3/3 |
| | | Code uniquely identifying a Transaction Set | |
| | | 820 Payment Order/Remittance Advice | |
| Must Use | ST02 | 329 Transaction Set Control Number | M AN 4/9 |
| | | Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set | |
| | | <i>This unique control number is assigned by the originator of the transaction set or by the originator's application program. This same number is carried in SE02.</i> | |

Segment: **BPR** Beginning Segment for Payment Order/Remittance Advice
Position: 020
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of a Payment Order/Remittance Advice Transaction Set and total payment amount, or to enable related transfer of funds and/or information from payer to payee to occur

Syntax Notes:

- 1 If either BPR06 or BPR07 is present, then the other is required.
- 2 If BPR08 is present, then BPR09 is required.
- 3 If either BPR12 or BPR13 is present, then the other is required.
- 4 If BPR14 is present, then BPR15 is required.
- 5 If either BPR18 or BPR19 is present, then the other is required.
- 6 If BPR20 is present, then BPR21 is required.

Semantic Notes:

- 1 BPR02 specifies the payment amount.
- 2 When using this transaction set to initiate a payment, all or some of BPR06 through BPR16 may be required, depending on the conventions of the specific financial channel being used.
BPR06 and BPR07 relate to the originating depository financial institution (ODFI).
- 3 BPR08 is a code identifying the type of bank account or other financial asset.
- 4 BPR09 is the account of the company originating the payment. This account may be debited or credited depending on the type of payment order.
- 5 BPR12 and BPR13 relate to the receiving depository financial institution (RDFI).
- 6 BPR14 is a code identifying the type of bank account or other financial asset.
- 7 BPR15 is the account number of the receiving company to be debited or credited with the payment order.
- 8 BPR16 is the date the originating company intends for the transaction to be settled (i.e., Payment Effective Date).
- 9 BPR17 is a code identifying the business reason for this payment.
- 10 BPR18, BPR19, BPR20 and BPR21, if used, identify a third bank identification number and account to be used for return items only.
- 11 BPR20 is a code identifying the type of bank account or other financial asset.

Comments:

Data Element Summary

| Ref. | Data | | |
|----------------|---------|--|---------------------------------------|
| Des. | Element | Name | Attributes |
| Must Use BPR01 | 305 | Transaction Handling Code | M ID 1/2 |
| | | Code designating the action to be taken by all parties | |
| | | C | Payment Accompanies Remittance Advice |
| | | I | Remittance Information Only |
| | | M | Memo/Additional Remittance Detail |
| | | R | Recurring Debit Authorization |

| | | | | | |
|-----------------|--------------|------------|---|--|------------------|
| | | | X | Handling Party's Option to Split Payment and Remittance | |
| Must Use | BPR02 | 782 | Monetary Amount | | M R 1/18 |
| | | | Monetary amount | | |
| | | | <i>1. Total monetary amount to be credited/debited.</i> | | |
| | | | <i>2. A decimal point is required when the amount is in dollars and cents. Total payment amount cannot exceed eleven characters (including the decimal) when converted to NACHA format, e.g., 99999999.99</i> | | |
| Must Use | BPR03 | 478 | Credit/Debit Flag Code | | M ID 1/1 |
| | | | Code indicating whether amount is a credit or debit | | |
| | | | C | Credit | |
| | | | D | Debit | |
| Must Use | BPR04 | 591 | Payment Method Code | | M ID 3/3 |
| | | | Code identifying the method for the movement of payment instructions | | |
| | | | ACH | Automated Clearing House (ACH) | |
| | | | DCD | ACH Demand Cash Concentration/Disbursement (CCD) Debit | |
| | | | DXC | ACH Demand Corporate Trade Exchange (CTX) Credit | |
| | | | FEW | Federal Reserve Funds/Wire Transfer - Repetitive | |
| | | | FWT | Federal Reserve Funds/Wire Transfer - Nonrepetitive | |
| | BPR05 | 812 | Payment Format Code | | O ID 1/10 |
| | | | Code identifying the payment format to be used | | |
| | | | <i>If BPR04 is "ACH", the valid codes are "CCP" and "CTX".</i> | | |
| | | | CCD | Cash Concentration/Disbursement (CCD) (ACH) | |
| | | | CCP | Cash Concentration/Disbursement plus Addenda (CCD+) (ACH) | |
| | | | CTX | Corporate Trade Exchange (CTX) (ACH) | |
| | BPR06 | 506 | (DFI) ID Number Qualifier | | X ID 2/2 |
| | | | Code identifying the type of identification number of Depository Financial Institution (DFI) | | |
| | | | 01 | ABA Transit Routing Number Including Check Digits (9 digits) | |
| | | | <i>Use to identify the originator's number.</i> | | |
| | BPR07 | 507 | (DFI) Identification Number | | X AN 3/12 |
| | | | Depository Financial Institution (DFI) identification number | | |
| | | | <i>Cite the originator's routing number.</i> | | |
| | BPR08 | 569 | Account Number Qualifier | | O ID 1/3 |
| | | | Code indicating the type of account | | |
| | | | <i>Use to identify the originator's account using the appropriate X12 code.</i> | | |
| | BPR09 | 508 | Account Number | | X AN 1/35 |

| | | | |
|-----------------|--------------|---|---|
| | | Account number assigned | |
| | | 1. For debits, in which case the Government agency or its financial agent is the originator, cite the agency for ACH account number for ACH and CCD. | |
| | | 2. For credits, in which case the remitter is the originator, cite the remitter's account number. | |
| | BPR10 | 509 | Originating Company Identifier O AN 10/10 A unique identifier designating the company initiating the funds transfer instructions. The first character is one-digit ANSI identification code designation (ICD) followed by the nine-digit identification number which may be an IRS employer identification number (EIN), data universal numbering system (DUNS), or a user assigned number; the ICD for an EIN is 1, DUNS is 3, user assigned number is 9 |
| Not Used | BPR11 | 510 | Originating Company Supplemental Code O AN 9/9 A code defined between the originating company and the originating depository financial institution (ODFI) that uniquely identifies the company initiating the transfer instructions |
| | BPR12 | 506 | (DFI) ID Number Qualifier X ID 2/2 Code identifying the type of identification number of Depository Financial Institution (DFI) 01 ABA Transit Routing Number Including Check Digits (9 digits) |
| | BPR13 | 507 | (DFI) Identification Number X AN 3/12 Depository Financial Institution (DFI) identification number For credits, in which case the Government agency or its financial agent is the receiver, cite the DFI identification number. |
| | BPR14 | 569 | Account Number Qualifier O ID 1/3 Code indicating the type of account Use to identify the receiver's account using the appropriate X12 code. |
| | BPR15 | 508 | Account Number X AN 1/35 Account number assigned 1. For credits, in which case the Government agency or its financial agent is the receiver, cite the agency account number. 2. For debits, in which case the remitter is the receiver, cite the remitter's account number. |
| | BPR16 | 373 | Date O DT 8/8 Date expressed as CCYYMMDD Use to identify the settlement date. |
| | BPR17 | 1048 | Business Function Code O ID 1/3 Code identifying the business reason for this payment Use BPR17 only if the following codes match your business case. |

| | | | | | | |
|-----------------|--------------|------------|--|--------------------------|----------|----------------|
| | | | PCS | Payment of Child Support | | |
| | | | PEN | Pension Payment | | |
| | | | VEN | Vendor Payment | | |
| Not Used | BPR18 | 506 | (DFI) ID Number Qualifier | | X | ID 2/2 |
| | | | Code identifying the type of identification number of Depository Financial Institution (DFI) | | | |
| Not Used | BPR19 | 507 | (DFI) Identification Number | | X | AN 3/12 |
| | | | Depository Financial Institution (DFI) identification number | | | |
| Not Used | BPR20 | 569 | Account Number Qualifier | | O | ID 1/3 |
| | | | Code indicating the type of account | | | |
| Not Used | BPR21 | 508 | Account Number | | X | AN 1/35 |
| | | | Account number assigned | | | |

| | |
|------------------------|---|
| Segment: | TRN Trace |
| Position: | 035 |
| Loop: | |
| Level: | Heading |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To uniquely identify a transaction to an application |
| Syntax Notes: | |
| Semantic Notes: | <ol style="list-style-type: none"> 1 TRN02 provides unique identification for the transaction. 2 TRN03 identifies an organization. 3 TRN04 identifies a further subdivision within the organization. |
| Comments: | |
| Notes: | <ol style="list-style-type: none"> 1. <i>This TRN segment can be used for re-association purposes.</i> 2. <i>Use this 1/TRN/035 segment to allow an originator to identify a transaction for tracking purposes.</i> 3. <i>Although use of this segment is optional, failure to cite a reference number in TRN02 will make it difficult to identify this transaction set in an Application Advice, 824 transaction set.</i> |

Data Element Summary

| Ref. Des. | Data Element | Name | Attributes |
|----------------|-----------------|---|------------|
| Must Use TRN01 | 481 | Trace Type Code | M ID 1/2 |
| | | Code identifying which transaction is being referenced | |
| | | 1 Current Transaction Trace Numbers | |
| | | <i>Indicates that this is the trace number for this transaction.</i> | |
| Must Use TRN02 | 127 | Reference Identification | M AN 1/30 |
| | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |
| | | <i>A unique number assigned by the originator of the transaction set.</i> | |
| Not Used TRN03 | 509 | Originating Company Identifier | O AN 10/10 |
| | | A unique identifier designating the company initiating the funds transfer instructions. The first character is one-digit ANSI identification code designation (ICD) followed by the nine-digit identification number which may be an IRS employer identification number (EIN), data universal numbering system (DUNS), or a user assigned number; the ICD for an EIN is 1, DUNS is 3, user assigned number is 9 | |
| Not Used TRN04 | 127 | Reference Identification | O AN 1/30 |
| | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |

Segment: **REF** **Reference Identification**
Position: 050
Loop:
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To specify identifying information
Syntax Notes:

- 1 At least one of REF02 or REF03 is required.
- 2 If either C04003 or C04004 is present, then the other is required.
- 3 If either C04005 or C04006 is present, then the other is required.

Semantic Notes:

- 1 REF04 contains data relating to the value cited in REF02.

Comments:

Data Element Summary

| | <u>Ref.</u> | <u>Data</u> | <u>Name</u> | <u>Attributes</u> |
|----------|-------------|----------------|---|-------------------|
| | <u>Des.</u> | <u>Element</u> | | |
| Must Use | REF01 | 128 | Reference Identification Qualifier | M ID 2/3 |
| | | | Code qualifying the Reference Identification | |
| | | 72 | Schedule Reference Number | |
| | | | Identifies a number for a program schedule (for example, a logic type of network) or working schedule to complete a specific task or set of tasks | |
| | | BE | Business Activity | |
| | | TN | Transaction Reference Number | |
| | | VV | Voucher | |
| | REF02 | 127 | Reference Identification | X AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |
| | | | <i>If REF01 is code BE, then use "COL" to indicate collection.</i> | |
| | REF03 | 352 | Description | X AN 1/80 |
| | | | A free-form description to clarify the related data elements and their content | |
| Not Used | REF04 | C040 | Reference Identifier | O |
| | | | To identify one or more reference numbers or identification numbers as specified by the Reference Qualifier | |
| Not Used | C04001 | 128 | Reference Identification Qualifier | M ID 2/3 |
| | | | Code qualifying the Reference Identification | |
| Not Used | C04002 | 127 | Reference Identification | M AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |
| Not Used | C04003 | 128 | Reference Identification Qualifier | X ID 2/3 |
| | | | Code qualifying the Reference Identification | |

| | | | | | |
|-----------------|---------------|------------|---|----------|----------------|
| Not Used | C04004 | 127 | Reference Identification | X | AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |
| Not Used | C04005 | 128 | Reference Identification Qualifier | X | ID 2/3 |
| | | | Code qualifying the Reference Identification | | |
| Not Used | C04006 | 127 | Reference Identification | X | AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |

Segment: **DTM** Date/Time Reference

Position: 060

Loop:

Level: Heading

Usage: Optional

Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes:

- 1 At least one of DTM02 DTM03 or DTM05 is required.
- 2 If DTM04 is present, then DTM03 is required.
- 3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes:

Comments:

Notes: *Use this 1/DTM/060 segment to identify the date of this transaction set.*

Data Element Summary

| Ref. | Data | | | |
|----------------|----------------|--|-------------------|---------|
| <u>Des.</u> | <u>Element</u> | <u>Name</u> | <u>Attributes</u> | |
| Must Use DTM01 | 374 | Date/Time Qualifier | M | ID 3/3 |
| | | Code specifying type of date or time, or both date and time | | |
| | | 097 Transaction Creation | | |
| DTM02 | 373 | Date | X | DT 8/8 |
| | | Date expressed as CCYYMMDD | | |
| DTM03 | 337 | Time | X | TM 4/8 |
| | | Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99) | | |
| Not Used DTM04 | 623 | Time Code | O | ID 2/2 |
| | | Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow | | |
| Not Used DTM05 | 1250 | Date Time Period Format Qualifier | X | ID 2/3 |
| | | Code indicating the date format, time format, or date and time format | | |
| Not Used DTM06 | 1251 | Date Time Period | X | AN 1/35 |
| | | Expression of a date, a time, or range of dates, times or dates and times | | |

| | |
|------------------------|--|
| Segment: | N1 Name |
| Position: | 070 |
| Loop: | N1 |
| Level: | Heading |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To identify a party by type of organization, name, and code |
| Syntax Notes: | <ol style="list-style-type: none"> 1 At least one of N102 or N103 is required. 2 If either N103 or N104 is present, then the other is required. |
| Semantic Notes: | |
| Comments: | <ol style="list-style-type: none"> 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party. 2 N105 and N106 further define the type of entity in N101. |
| Notes: | <ol style="list-style-type: none"> 1. <i>Use two repetitions of the N1 loop to identify the payer and payee organizations. Use the first iteration for payer. Use the second iteration for payee.</i> 2. <i>Use the 1/N1/070 loop to identify organization(s) or persons that apply to all of the line items, or are not applicable at the line item level. When the addresses vary by line item, use the 2/N1/020 loop.</i> |

Data Element Summary

| Ref. | Data | | |
|---------------|----------------|--|-------------------|
| <u>Des.</u> | <u>Element</u> | <u>Name</u> | <u>Attributes</u> |
| Must Use N101 | 98 | Entity Identifier Code | M ID 2/3 |
| | | Code identifying an organizational entity, a physical location, property or an individual | |
| | | PE Payee | |
| | | <i>Use to indicate the agency. When used, indicate the applicable ALC code N103/04.</i> | |
| | | PR Payer | |
| | | <i>Use to indicate the applicable remitter's code.</i> | |
| | | SQ Service Bureau | |
| | | A business entity that is responsible for providing computer resources to other firms that do not have computer resources of their own | |
| N102 | 93 | Name | X AN 1/60 |
| | | Free-form name | |
| | | <i>1. When N101 is code PR, use to indicate the remitter.</i> | |
| | | <i>2. When N101 is code PE, cite the name of the agency.</i> | |
| | | <i>3. Remitter name is not required if the standard carrier alpha code (SCAC) is present in N103.</i> | |
| N103 | 66 | Identification Code Qualifier | X ID 1/2 |

Code designating the system/method of code structure used for Identification Code (67)

| | |
|----|---|
| 1 | D-U-N-S Number, Dun & Bradstreet |
| 2 | Standard Carrier Alpha Code (SCAC) |
| 9 | D-U-N-S+4, D-U-N-S Number with Four Character Suffix |
| 10 | Department of Defense Activity Address Code (DODAAC) |
| 33 | Commercial and Government Entity (CAGE) |
| 93 | Code assigned by the organization originating the transaction set |

Until conversion to DUNS numbers, agencies may cite an agency vendor identification number or an agency internal vendor identification number as related to the agency's payment system. Use only when another listed code is not applicable.

| | |
|----|---|
| 94 | Code assigned by the organization that is the ultimate destination of the transaction set |
| FI | Federal Taxpayer's Identification Number |

Use to indicate either the EIN or SSN as appropriate. Required when applicable.

| | |
|----|----------------------|
| PI | Payor Identification |
|----|----------------------|

| | | | | | |
|-----------------|-------------|------------|---|----------|----------------|
| | N104 | 67 | Identification Code | X | AN 2/80 |
| | | | Code identifying a party or other code | | |
| Not Used | N105 | 706 | Entity Relationship Code | O | ID 2/2 |
| | | | Code describing entity relationship | | |
| Not Used | N106 | 98 | Entity Identifier Code | O | ID 2/3 |
| | | | Code identifying an organizational entity, a physical location, property or an individual | | |

Segment: **PER** Administrative Communications Contact
Position: 120
Loop: N1
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To identify a person or office to whom administrative communications should be directed

Syntax Notes:

- 1 If either PER03 or PER04 is present, then the other is required.
- 2 If either PER05 or PER06 is present, then the other is required.
- 3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes:**Comments:**

Notes: *Use this 1/PER/120 segment to identify a contact that applies to all of the line items, or are not applicable at the line item level. When the contact varies by line item, use the 2/PER/070 segment.*

Data Element Summary

| Ref. | Data | | |
|----------------|----------------|--|-------------------|
| <u>Des.</u> | <u>Element</u> | <u>Name</u> | <u>Attributes</u> |
| Must Use PER01 | 366 | Contact Function Code | M ID 2/2 |
| | | Code identifying the major duty or responsibility of the person or group named | |
| | | IC Information Contact | |
| PER02 | 93 | Name | O AN 1/60 |
| | | Free-form name | |
| | | <i>Cite the last name first, followed by the first name. Do not truncate the last name if whole name is longer than 35 characters. Instead, truncate the first name or use the initial of the first name.</i> | |
| PER03 | 365 | Communication Number Qualifier | X ID 2/2 |
| | | Code identifying the type of communication number | |
| | | <i>Use to identify the preferred method of communication in the first repetition. Use PER05/06 to identify an additional communication number. Use additional repetitions of the PER segment to identify additional numbers.</i> | |
| | | AU Defense Switched Network | |
| | | Department of Defense telecommunications system and successor of the Automatic Voice Network (AUTOVON) | |
| | | EM Electronic Mail | |
| | | FX Facsimile | |
| | | IT International Telephone | |
| | | MN Modem Number | |
| | | TE Telephone | |

| | | | | | |
|--------------|------------|--|--|----------|----------------|
| | | TL | Telex | | |
| | | TM | Telemail | | |
| | | TX | TWX | | |
| PER04 | 364 | Communication Number | | X | AN 1/80 |
| | | Complete communications number including country or area code when applicable | | | |
| | | <i>Do not include blank spaces or dashes between numbers.</i> | | | |
| PER05 | 365 | Communication Number Qualifier | | X | ID 2/2 |
| | | Code identifying the type of communication number | | | |
| | | <i>Use to identify a second communications number for the party cited in PER02. For example, if PER03/04 cites a commercial telephone number, PER05/06 can be used to cite an Electronic Mail address.</i> | | | |
| | | AU | Defense Switched Network | | |
| | | | Department of Defense telecommunications system and successor of the Automatic Voice Network (AUTOVON) | | |
| | | EM | Electronic Mail | | |
| | | EX | Telephone Extension | | |
| | | | <i>Use only if PER03 is used citing code AU, IT, or TE.</i> | | |
| | | FX | Facsimile | | |
| | | IT | International Telephone | | |
| | | MN | Modem Number | | |
| | | TE | Telephone | | |
| | | TL | Telex | | |
| | | TM | Telemail | | |
| | | TX | TWX | | |
| PER06 | 364 | Communication Number | | X | AN 1/80 |
| | | Complete communications number including country or area code when applicable | | | |
| | | <i>Do not include blank spaces or dashes between numbers.</i> | | | |
| PER07 | 365 | Communication Number Qualifier | | X | ID 2/2 |
| | | Code identifying the type of communication number | | | |
| | | <i>Use to provide a third communications number for the party cited in PER02.</i> | | | |
| | | AU | Defense Switched Network | | |
| | | | Department of Defense telecommunications system and successor of the Automatic Voice Network (AUTOVON) | | |
| | | EM | Electronic Mail | | |
| | | EX | Telephone Extension | | |
| | | | <i>Use only if PER03 is used citing code AU, IT, or</i> | | |

TE.

| | |
|----|-------------------------|
| FX | Facsimile |
| IT | International Telephone |
| MN | Modem Number |
| TE | Telephone |
| TL | Telex |
| TM | Telemail |
| TX | TWX |

PER08 364 Communication Number X AN 1/80

Complete communications number including country or area code when applicable

Do not use blank spaces or dashes between numbers.

PER09 443 Contact Inquiry Reference O AN 1/20

Additional reference number or description to clarify a contact number

Use, if necessary, to provide the title of the party cited in PER02.

| | |
|------------------------|---|
| Segment: | ENT Entity |
| Position: | 010 |
| Loop: | ENT |
| Level: | Detail |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To designate the entities which are parties to a transaction and specify a reference meaningful to those entities |
| Syntax Notes: | <ol style="list-style-type: none"> 1 If any of ENT02 ENT03 or ENT04 is present, then all are required. 2 If any of ENT05 ENT06 or ENT07 is present, then all are required. 3 If either ENT08 or ENT09 is present, then the other is required. |
| Semantic Notes: | |
| Comments: | <ol style="list-style-type: none"> 1 This segment allows for the grouping of data by entity/entities at or within a master/masters. A master (e.g., an organization) can be comprised of numerous subgroups (e.g., entities). This master may send grouped data to another master (e.g., an organization) which is comprised of one or more entities. Groupings are as follows: <ol style="list-style-type: none"> (1) Single/Single: Only ENT01 is necessary, because there is a single entity (the sending master) communicating with a single entity (the receiving master). (2) Single/Multiple: ENT05, ENT06, and ENT07 would be used to identify the entities within the receiving master. The sending master is a single entity, so no other data elements need be used. (3) Multiple/Single: ENT02, ENT03, and ENT04 would be used to identify the entities within the sending master. The receiving master is a single entity, so no other data elements need be used. (4) Multiple/Multiple: ENT02, ENT03, and ENT04 would be used to identify the entities within the sending master. ENT05, ENT06, and ENT07 would be used to identify the entities within the receiving master. <p>This segment also allows for the transmission of a unique reference number that is meaningful between the entities.</p> |
| Notes: | <i>Remitter will use either a single iteration of the 2/ENT/010 loop for a remittance advice directly to the payee agency, (single/single as described in comments 1 and 2), or more than one iteration, if a consolidated payer (for a multiple/single transaction) as described in comments 3 and 4.</i> |

Data Element Summary

| Ref. | Data | Attributes |
|--------------|---|-------------------|
| Des. | Element Name | |
| ENT01 | 554 Assigned Number | O N0 1/6 |
| | Number assigned for differentiation within a transaction set | |
| | <i>Number assigned by the remitter to each entity in the transaction.</i> | |
| ENT02 | 98 Entity Identifier Code | X ID 2/3 |
| | Code identifying an organizational entity, a physical location, property or an individual | |
| | <i>Use any code.</i> | |
| | Refer to 004010 Data Element Dictionary for acceptable code values. | |

| | | | | | |
|-----------------|--------------|------------|---|----------|----------------|
| | ENT03 | 66 | Identification Code Qualifier | X | ID 1/2 |
| | | | Code designating the system/method of code structure used for Identification Code (67) | | |
| | | | <i>Use any code.</i> | | |
| | | | Refer to 004010 Data Element Dictionary for acceptable code values. | | |
| | ENT04 | 67 | Identification Code | X | AN 2/80 |
| | | | Code identifying a party or other code | | |
| Not Used | ENT05 | 98 | Entity Identifier Code | X | ID 2/3 |
| | | | Code identifying an organizational entity, a physical location, property or an individual | | |
| Not Used | ENT06 | 66 | Identification Code Qualifier | X | ID 1/2 |
| | | | Code designating the system/method of code structure used for Identification Code (67) | | |
| Not Used | ENT07 | 67 | Identification Code | X | AN 2/80 |
| | | | Code identifying a party or other code | | |
| Not Used | ENT08 | 128 | Reference Identification Qualifier | X | ID 2/3 |
| | | | Code qualifying the Reference Identification | | |
| Not Used | ENT09 | 127 | Reference Identification | X | AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |

| | |
|------------------------|--|
| Segment: | NM1 Individual or Organizational Name |
| Position: | 020 |
| Loop: | NM1 |
| Level: | Detail |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To supply the full name of an individual or organizational entity |
| Syntax Notes: | 1 If either NM108 or NM109 is present, then the other is required. 2 If NM111 is present, then NM110 is required. |
| Semantic Notes: | 1 NM102 qualifies NM103. |
| Comments: | 1 NM110 and NM111 further define the type of entity in NM101. |
| Notes: | 1. Use the 2/NM1/020 loop to identify facility or geographic location that apply to organizations or persons that vary by line item. When organization and address apply to all line items, or are not applicable at the line item level, use the 1/N1/070 loop. 2. Whenever possible, address information should be transmitted using code values contained in a combination of the NM101 and N108/09 data elements. Use NM103/07 and N2-N4 segments only when it is necessary to transmit the full address. |

Data Element Summary

| Ref. | Data | Element | Name | Attributes |
|-----------------|--------------|----------------|--|-------------------|
| Must Use | NM101 | 98 | Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual <i>Use the applicable X12 code.</i> Refer to 004010 Data Element Dictionary for acceptable code values. | M ID 2/3 |
| Must Use | NM102 | 1065 | Entity Type Qualifier Code qualifying the type of entity Refer to 004010 Data Element Dictionary for acceptable code values. | M ID 1/1 |
| | NM103 | 1035 | Name Last or Organization Name Individual last name or organizational name | O AN 1/35 |
| | NM104 | 1036 | Name First Individual first name | O AN 1/25 |
| | NM105 | 1037 | Name Middle Individual middle name or initial | O AN 1/25 |
| | NM106 | 1038 | Name Prefix Prefix to individual name | O AN 1/10 |
| | NM107 | 1039 | Name Suffix Suffix to individual name | O AN 1/10 |
| | NM108 | 66 | Identification Code Qualifier | X ID 1/2 |

Code designating the system/method of code structure used for
Identification Code (67)

Refer to 004010 Data Element Dictionary for acceptable code values.

| | | | | |
|--------------|-----------|----------------------------|----------|----------------|
| NM109 | 67 | Identification Code | X | AN 2/80 |
|--------------|-----------|----------------------------|----------|----------------|

Code identifying a party or other code

| | | | | |
|--------------|------------|---------------------------------|----------|---------------|
| NM110 | 706 | Entity Relationship Code | X | ID 2/2 |
|--------------|------------|---------------------------------|----------|---------------|

Code describing entity relationship

Refer to 004010 Data Element Dictionary for acceptable code values.

| | | | | |
|--------------|-----------|-------------------------------|----------|---------------|
| NM111 | 98 | Entity Identifier Code | O | ID 2/3 |
|--------------|-----------|-------------------------------|----------|---------------|

Code identifying an organizational entity, a physical location, property or
an individual

Use any code.

Refer to 004010 Data Element Dictionary for acceptable code values.

Segment: **N2** Additional Name Information
Position: 030
Loop: NM1
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To specify additional names or those longer than 35 characters in length
Syntax Notes:
Semantic Notes:
Comments:
Notes: *This segment is not necessary when the cited party can be identified by a code value in NM101/08/09.*

Data Element Summary

| Ref. | Data | | | |
|---------------|----------------|----------------|-------------------|---------|
| <u>Des.</u> | <u>Element</u> | <u>Name</u> | <u>Attributes</u> | |
| Must Use N201 | 93 | Name | M | AN 1/60 |
| | | Free-form name | | |
| N202 | 93 | Name | O | AN 1/60 |
| | | Free-form name | | |

Segment: **N3** Address Information
Position: 040
Loop: NM1
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:
Notes: *This segment is not necessary when the cited party can be identified by a code value in NM101/08/09.*

Data Element Summary

| | <u>Ref.</u> <u>Des.</u> | <u>Data</u> <u>Element</u> | <u>Name</u> | <u>Attributes</u> |
|----------|----------------------------|-------------------------------|--|-------------------|
| Must Use | N301 | 166 | Address Information Address information | M AN 1/55 |
| | N302 | 166 | Address Information Address information | O AN 1/55 |

| | |
|------------------------|---|
| Segment: | N4 Geographic Location |
| Position: | 050 |
| Loop: | NM1 |
| Level: | Detail |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To specify the geographic place of the named party |
| Syntax Notes: | 1 If N406 is present, then N405 is required. |
| Semantic Notes: | |
| Comments: | 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location. 2 N402 is required only if city name (N401) is in the U.S. or Canada. |
| Notes: | <i>This segment is not necessary when the cited party can be identified by a code value in NM101/08/09.</i> |

Data Element Summary

| Ref. | Data | Name | Attributes |
|----------------------|----------------|--|-------------------|
| Des. | Element | | |
| N401 | 19 | City Name | O AN 2/30 |
| | | Free-form text for city name | |
| N402 | 156 | State or Province Code | O ID 2/2 |
| | | Code (Standard State/Province) as defined by appropriate government agency | |
| N403 | 116 | Postal Code | O ID 3/15 |
| | | Code defining international postal zone code excluding punctuation and blanks (zip code for United States) | |
| N404 | 26 | Country Code | O ID 2/3 |
| | | Code identifying the country | |
| Not Used N405 | 309 | Location Qualifier | X ID 1/2 |
| | | Code identifying type of location | |
| Not Used N406 | 310 | Location Identifier | O AN 1/30 |
| | | Code which identifies a specific location | |

Segment: **PER** **Administrative Communications Contact**
Position: 070
Loop: NM1
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To identify a person or office to whom administrative communications should be directed

Syntax Notes:

- 1 If either PER03 or PER04 is present, then the other is required.
- 2 If either PER05 or PER06 is present, then the other is required.
- 3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes:**Comments:**

Notes: *Use this 2/PER/070 segment to identify a contact that applies to specific line items. When the contact applies to all of the line items, use 1/PER/120 segment.*

Data Element Summary

| Ref. | Data | | | | |
|----------------|---------|--|--|------------|---------|
| Des. | Element | Name | | Attributes | |
| Must Use PER01 | 366 | Contact Function Code | | M | ID 2/2 |
| | | Code identifying the major duty or responsibility of the person or group named | | | |
| | | IC | Information Contact | | |
| PER02 | 93 | Name | | O | AN 1/60 |
| | | Free-form name | | | |
| | | <i>Cite the last name first, followed by the first name. Do not truncate the last name if whole name is longer than 35 characters. Instead, truncate the first name or use the initial of the first name.</i> | | | |
| PER03 | 365 | Communication Number Qualifier | | X | ID 2/2 |
| | | Code identifying the type of communication number | | | |
| | | <i>Use to identify the preferred method of communication in the first repetition. Use PER05/06 to identify an additional communication number. Use additional repetitions of the PER segment to identify additional numbers.</i> | | | |
| | | AU | Defense Switched Network | | |
| | | | Department of Defense telecommunications system and successor of the Automatic Voice Network (AUTOVON) | | |
| | | EM | Electronic Mail | | |
| | | FX | Facsimile | | |
| | | IT | International Telephone | | |
| | | MN | Modem Number | | |
| | | TE | Telephone | | |
| | | TL | Telex | | |

| | | | | |
|--------------|------------|---|--|------------------|
| | | TM | Telemail | |
| | | TX | TWX | |
| PER04 | 364 | Communication Number | | X AN 1/80 |
| | | Complete communications number including country or area code when applicable | | |
| | | <i>Do not include blank spaces or dashes between numbers.</i> | | |
| PER05 | 365 | Communication Number Qualifier | | X ID 2/2 |
| | | Code identifying the type of communication number | | |
| | | <i>1. Use to identify a second communications number for the party cited in PER02. For example, if PER03/04 cites a commercial telephone number, PER05/06 can be used to cite an Electronic Mail address.</i> | | |
| | | <i>2. Use only if PER03 is used citing code AU, IT, or TE.</i> | | |
| | | AU | Defense Switched Network | |
| | | | Department of Defense telecommunications system and successor of the Automatic Voice Network (AUTOVON) | |
| | | EM | Electronic Mail | |
| | | EX | Telephone Extension | |
| | | | <i>Use only if PER03 is used citing code AU, IT, or TE.</i> | |
| | | FX | Facsimile | |
| | | IT | International Telephone | |
| | | MN | Modem Number | |
| | | TE | Telephone | |
| | | TL | Telex | |
| | | TM | Telemail | |
| | | TX | TWX | |
| PER06 | 364 | Communication Number | | X AN 1/80 |
| | | Complete communications number including country or area code when applicable | | |
| | | <i>Do not include blank spaces or dashes between numbers.</i> | | |
| PER07 | 365 | Communication Number Qualifier | | X ID 2/2 |
| | | Code identifying the type of communication number | | |
| | | <i>Use to provide a third communications number for the party cited in PER02.</i> | | |
| | | AU | Defense Switched Network | |
| | | | Department of Defense telecommunications system and successor of the Automatic Voice Network (AUTOVON) | |
| | | EM | Electronic Mail | |
| | | EX | Telephone Extension | |

Use only if PER05 is used citing code AU, IT, or TE.

| | |
|----|-------------------------|
| FX | Facsimile |
| IT | International Telephone |
| MN | Modem Number |
| TE | Telephone |
| TL | Telex |
| TM | Telemail |
| TX | TWX |

PER08 364 Communication Number X AN 1/80

Complete communications number including country or area code when applicable

Do not include blank spaces or dashes between numbers.

PER09 443 Contact Inquiry Reference O AN 1/20

Additional reference number or description to clarify a contact number

Use, if necessary, to provide the title of the party in PER02.

| | |
|------------------------|--|
| Segment: | RMR Remittance Advice Accounts Receivable Open Item Reference |
| Position: | 150 |
| Loop: | RMR |
| Level: | Detail |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To specify the accounts receivable open item(s) to be included in the cash application and to convey the appropriate detail |
| Syntax Notes: | <ol style="list-style-type: none"> 1 If either RMR01 or RMR02 is present, then the other is required. 2 If either RMR07 or RMR08 is present, then the other is required. |
| Semantic Notes: | <ol style="list-style-type: none"> 1 If RMR03 is present, it specifies how the cash is to be applied. 2 RMR04 is the amount paid. 3 RMR05 is the amount of invoice (including charges, less allowance) before terms discount (if discount is applicable) or debit amount or credit amount of referenced items. 4 RMR06 is the amount of discount taken. 5 RMR08, if present, represents an interest penalty payment, amount late interest paid, or amount anticipation. |
| Comments: | <ol style="list-style-type: none"> 1 Parties using this segment should agree on the content of RMR01 and RMR02 prior to initiating communication. 2 If RMR03 is not present, this is a payment for an open item. If paying an open item, RMR02 must be present. If not paying a specific open item, RMR04 must be present. 3 RMR05 may be needed by some payees to distinguish between duplicate reference numbers. |
| Notes: | <ol style="list-style-type: none"> 1. Use multiple iterations of the 2/RMR/150 loop as needed to indicate individual receipts included within the remittance amount. 2. Use to identify all open items to be included in the cash application (i.e., invoices, seller credit memos, etc.). Include agency data as available, in all relevant data elements in each iteration of an RMR segment. 3. The RMR is to be used for open items being referenced for payment on account. The inner ADX segment should be used for adjustments to the RMR. |

Data Element Summary

| Ref. | Data | | |
|-------------|----------------|--|----------------------------------|
| <u>Des.</u> | <u>Element</u> | <u>Name</u> | <u>Attributes</u> |
| RMR01 | 128 | Reference Identification Qualifier | X ID 2/3 |
| | | Code qualifying the Reference Identification | |
| | | 3H | Case Number |
| | | C4 | Change Number |
| | | CL | Seller's Credit Memo |
| | | CT | Contract Number |
| | | H9 | Payment History Reference Number |
| | | IS | Invoice Number Suffix |

| | | | | | |
|-----------------|--------------|------------|---|----------|----------------|
| | | LD | Loan Number | | |
| | | OI | Original Invoice Number | | |
| | RMR02 | 127 | Reference Identification | X | AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |
| | RMR03 | 482 | Payment Action Code | O | ID 2/2 |
| | | | Code specifying the accounts receivable open item(s), if any, to be included in the cash application. | | |
| | | AI | Amount Paid Inclusive of Discounts and Adjustments | | |
| | | NS | Not Specified (Unknown as to Type of Payment) | | |
| | | PI | Pay Item | | |
| | | PO | Payment on Account | | |
| | RMR04 | 782 | Monetary Amount | O | R 1/18 |
| | | | Monetary amount | | |
| | | | <i>1. Use to indicate the net amount paid.</i> | | |
| | | | <i>2. A decimal point is required when amount is in dollars and cents.</i> | | |
| | RMR05 | 782 | Monetary Amount | O | R 1/18 |
| | | | Monetary amount | | |
| | RMR06 | 782 | Monetary Amount | O | R 1/18 |
| | | | Monetary amount | | |
| Not Used | RMR07 | 426 | Adjustment Reason Code | X | ID 2/2 |
| | | | Code indicating reason for debit or credit memo or adjustment to invoice, debit or credit memo, or payment | | |
| Not Used | RMR08 | 782 | Monetary Amount | X | R 1/18 |
| | | | Monetary amount | | |

| | |
|------------------------|---|
| Segment: | REF Reference Identification |
| Position: | 170 |
| Loop: | RMR |
| Level: | Detail |
| Usage: | Optional |
| Max Use: | >1 |
| Purpose: | To specify identifying information |
| Syntax Notes: | <ol style="list-style-type: none"> 1 At least one of REF02 or REF03 is required. 2 If either C04003 or C04004 is present, then the other is required. 3 If either C04005 or C04006 is present, then the other is required. |
| Semantic Notes: | <ol style="list-style-type: none"> 1 REF04 contains data relating to the value cited in REF02. |
| Comments: | |
| Notes: | <i>This segment contains ancillary reference numbers relating to the preceding RMR segment. This segment shall not be used to identify the primary document number. Instead, cite that number in data elements RMR01/02.</i> |

Data Element Summary

| | Ref. | Data | Attributes |
|-----------------|---------------|---|-------------------|
| | Des. | Element Name | |
| Must Use | REF01 | 128 Reference Identification Qualifier | M ID 2/3 |
| | | Code qualifying the Reference Identification | |
| | | <i>Use any applicable X12 code.</i> | |
| | REF02 | 127 Reference Identification | X AN 1/30 |
| | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |
| Not Used | REF03 | 352 Description | X AN 1/80 |
| | | A free-form description to clarify the related data elements and their content | |
| Not Used | REF04 | C040 Reference Identifier | O |
| | | To identify one or more reference numbers or identification numbers as specified by the Reference Qualifier | |
| Not Used | C04001 | 128 Reference Identification Qualifier | M ID 2/3 |
| | | Code qualifying the Reference Identification | |
| Not Used | C04002 | 127 Reference Identification | M AN 1/30 |
| | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |
| Not Used | C04003 | 128 Reference Identification Qualifier | X ID 2/3 |
| | | Code qualifying the Reference Identification | |
| Not Used | C04004 | 127 Reference Identification | X AN 1/30 |
| | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |
| Not Used | C04005 | 128 Reference Identification Qualifier | X ID 2/3 |
| | | Code qualifying the Reference Identification | |

| | | | | | |
|---|---------------|------------|---------------------------------|----------|----------------|
| Not Used | C04006 | 127 | Reference Identification | X | AN 1/30 |
| Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | | | | |

Segment: DTM Date/Time Reference**Position:** 180**Loop:** RMR**Level:** Detail**Usage:** Optional**Max Use:** >1**Purpose:** To specify pertinent dates and times

- Syntax Notes:**
- 1 At least one of DTM02 DTM03 or DTM05 is required.
 - 2 If DTM04 is present, then DTM03 is required.
 - 3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes:**Comments:**

Notes: *Cite the date of the document specified in the preceding RMR segment.*

Data Element Summary

| Ref. | Data | | | |
|-------------|----------------|-------------|--|-----------|
| <u>Des.</u> | <u>Element</u> | <u>Name</u> | <u>Attributes</u> | |
| Must Use | DTM01 | 374 | Date/Time Qualifier | M ID 3/3 |
| | | | Code specifying type of date or time, or both date and time | |
| | | 091 | Report End | |
| | | 140 | Actual | |
| | | | <i>The actual date of the document cited in the preceding data element RMR02.</i> | |
| | | 146 | Closing Date | |
| | | 496 | Contract Audit Date | |
| | DTM02 | 373 | Date | X DT 8/8 |
| | | | Date expressed as CCYYMMDD | |
| Not Used | DTM03 | 337 | Time | X TM 4/8 |
| | | | Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99) | |
| Not Used | DTM04 | 623 | Time Code | O ID 2/2 |
| | | | Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow | |
| Not Used | DTM05 | 1250 | Date Time Period Format Qualifier | X ID 2/3 |
| | | | Code indicating the date format, time format, or date and time format | |
| Not Used | DTM06 | 1251 | Date Time Period | X AN 1/35 |
| | | | Expression of a date, a time, or range of dates, times or dates and times | |

Segment: **ADX** Adjustment

Position: 210

Loop: ADX

Level: Detail

Usage: Optional

Max Use: 1

Purpose: To convey accounts-payable adjustment information for the purpose of cash application, including payer-generated debit/credit memos

Syntax Notes: 1 If either ADX03 or ADX04 is present, then the other is required.

Semantic Notes: 1 ADX01 specifies the amount of the adjustment and must be signed if negative. If negative, it reduces the payment amount; if positive, it increases the payment amount.

2 ADX02 specifies the reason for claiming the adjustment.

3 ADX03 and ADX04 specify the identification of the adjustment.

Comments:**Notes:**

When payment amount varies from invoice amount, use multiple iterations of this 2/ADX/210 loop as needed to identify one or more adjustments to the current invoice indicated in the corresponding 2/RMR/150 loop.

Data Element Summary

| | Ref. | Data | | |
|-----------------|--------------|----------------|--|-------------------------|
| | Des. | Element | Name | Attributes |
| Must Use | ADX01 | 782 | Monetary Amount | M R 1/18 |
| | | | Monetary amount | |
| | | | 1. Use to indicate the adjustment amount. | |
| | | | 2. Use a minus sign to indicate a debit. | |
| | | | 3. A decimal point is required when amount is in dollars and cents. | |
| Must Use | ADX02 | 426 | Adjustment Reason Code | M ID 2/2 |
| | | | Code indicating reason for debit or credit memo or adjustment to invoice, debit or credit memo, or payment | |
| | | | 50 | Late Charge |
| | | | 51 | Interest Penalty Charge |
| | | | L3 | Penalty |
| | | | The dollar value of the penalty assessed a business entity for a past due debt | |
| | | | L6 | Interest Owed |
| | | | The dollar value of interest owed a business entity for a past due payment | |
| Not Used | ADX03 | 128 | Reference Identification Qualifier | X ID 2/3 |
| | | | Code qualifying the Reference Identification | |
| Not Used | ADX04 | 127 | Reference Identification | X AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as | |

specified by the Reference Identification Qualifier

| | |
|------------------------|---|
| Segment: | REF Reference Identification |
| Position: | 240 |
| Loop: | REF |
| Level: | Detail |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To specify identifying information |
| Syntax Notes: | <ol style="list-style-type: none"> 1 At least one of REF02 or REF03 is required. 2 If either C04003 or C04004 is present, then the other is required. 3 If either C04005 or C04006 is present, then the other is required. |
| Semantic Notes: | <ol style="list-style-type: none"> 1 REF04 contains data relating to the value cited in REF02. |
| Comments: | |
| Notes: | <i>Use this segment, if applicable, to cite ancillary reference numbers relating to the preceding ADX segment.</i> |

Data Element Summary

| | <u>Ref.</u> <u>Des.</u> | <u>Data</u> <u>Element</u> | <u>Name</u> | <u>Attributes</u> |
|----------|----------------------------|-------------------------------|--|-------------------|
| Must Use | REF01 | 128 | Reference Identification Qualifier Code qualifying the Reference Identification <i>Use any code to cite an ancillary reference number relating to the data contained in the immediately preceding ADX segments.</i> | M ID 2/3 |
| | | | RB Rate code number <i>When ADX02 is code L6, use to indicate the interest rate used to calculate the interest paid in the preceding ADX segment.</i> | |
| | | | TD Reason for Change | |
| | | | XX Rating Period <i>When ADX02 is code L6, use to indicate the number of days used to calculate the amount paid in the preceding ADX segment.</i> | |
| | REF02 | 127 | Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | X AN 1/30 |
| Not Used | REF03 | 352 | Description A free-form description to clarify the related data elements and their content | X AN 1/80 |
| Not Used | REF04 | C040 | Reference Identifier To identify one or more reference numbers or identification numbers as specified by the Reference Qualifier | O |
| Not Used | C04001 | 128 | Reference Identification Qualifier Code qualifying the Reference Identification | M ID 2/3 |
| Not Used | C04002 | 127 | Reference Identification | M AN 1/30 |

| | | | | | |
|-----------------|---------------|------------|---|----------|----------------|
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |
| Not Used | C04003 | 128 | Reference Identification Qualifier | X | ID 2/3 |
| | | | Code qualifying the Reference Identification | | |
| Not Used | C04004 | 127 | Reference Identification | X | AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |
| Not Used | C04005 | 128 | Reference Identification Qualifier | X | ID 2/3 |
| | | | Code qualifying the Reference Identification | | |
| Not Used | C04006 | 127 | Reference Identification | X | AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |

Segment: **SE** Transaction Set Trailer
Position: 010
Loop:
Level: Summary
Usage: Mandatory
Max Use: 1
Purpose: To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)

Syntax Notes:**Semantic Notes:**

Comments: 1 SE is the last segment of each transaction set.

Data Element Summary

| | | Data | | |
|----------|-------------|----------------|---|-------------------|
| | Ref. | Element | Name | Attributes |
| | Des. | | | |
| Must Use | SE01 | 96 | Number of Included Segments | M N0 1/10 |
| | | | Total number of segments included in a transaction set including ST and SE segments | |
| Must Use | SE02 | 329 | Transaction Set Control Number | M AN 4/9 |
| | | | Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set | |
| | | | <i>Cite the same number that is contained in ST02.</i> | |